



# Launceston College Sixth Form

*A Multi Academy Trust*

## Guide to Completion of the Online Application Form for Sixth Form Interview for September 2021 Entry

**Please read this document carefully before completing the application form**

**If you are unable to complete an online form please contact the Sixth Form to request a paper copy**

- Complete the application form in full** (the more information we have, the better we will be able to advise you).
  - The first page** - requests your personal details, and a little about yourself. Enter some information about your hobbies and interests (this will help us to advise you on courses).
  - The second page** - Complete the subject choice table on (please see website or information leaflets for individual subject entry requirements). Vocational and progression courses only require one choice. A Level and Btec subjects require 3 choices. *Please don't worry if you are unsure of your choices as advice will be given at interview.* Enter your subjects in order of priority i.e. the first choice should be the subject that is most important for you to study. If you want to add more than 3 subjects then please do so. If you would like to study a subject which we do not currently offer please let us know here. You will have the opportunity to discuss these choices at interview.
  - The third page** - If you are a current student of Launceston College, please circle Yes, enter your tutor group and house then continue to page 4.  
If not please complete the information required regarding your current/most recent education. *(Remember, if possible, to upload your most recent school report and your predicted/actual GCSE grades if you are applying from another school).*
  - The fourth page** – Asks about your support requirements *(this will help us to put in place the support you require to be successful in the Sixth Form)*. If you currently access any support such as extra time in exams, TA support, etc., please click Yes and attach brief details if necessary. We may also contact you, your parents/carers or the SENCO at your current/most recent school to discuss your specific requirements.
  - The fifth page** – requests your parent or carer's details. Please make sure that the contact number and email are ones that your parents or carers are happy to be contacted on, by members of the Sixth Form team.
- Finally, 'Sign' the form** *(put your full name in the box)*. Page 7, we require both you and your parent/carer to 'sign' and date your application.
- Return the completed form, by clicking Apply, or hand in the paper copy to: the Sixth Form Student Support office, or by post to: The Sixth Form, Launceston College, Hurdon Road, Launceston PL15 9JR.
- On receipt of your application we will contact you regarding the arrangements for your interview and to request any further information we may require. *We will also request references from previous schools for external applicants.*
- Attend your interview in the Sixth Form at Launceston College *(this may be via phone/video link for external students)*. You may invite your parent or carer to accompany you.
- We will write to you following your interview. Advising you about what will happen next. All place offers are provisional, advice will be given and alternative course options may be offered at your enrolment appointment in September subject to your GCSE results.